

# Capital Campaign

## Steps Toward a Building Campaign

Paragraph 2544 in the 2012 Book of Discipline lists steps needed to

**purchase, construct, remodel or mortgage property. Below is only a summary:**



1. The Local Church establishes a Study Committee to:
  - Analyze the needs of the church and community
  - Project potential membership and attendance
  - Write the church's ministry plan
  - Develop an accessibility plan
2. Church gets written consent of their Pastor and District Superintendent
3. Church gets District Board of Church Location & Building approval of the building site
4. Church holds a Charge Conference to elect a Building Committee and to get approval to proceed (Charge conference consists of Church Council, District Superintendent & retired clergy). Building Committee tasks:
  - Decide what facilities are needed
  - Determine the cost of the property
  - Develop preliminary architectural plans
  - Determine cost estimate of plans
  - Develop your financial plan
  - Submit the above reports to the District Board of Church & Location, and your District Superintendent for preliminary approval
5. Church holds Church Conference (all members) for majority approval of the preliminary plans, costs, financing and building committee recommendations
  - Building Committee then develops detailed plans & costs
6. Church conducts Capital Campaign
  - Submit detailed plans and costs to District Board of Church Location & Building
  - Hold a Charge (or) Church Conference for final OK of plans, costs and approval to begin your project

**Call the Foundation for a Pre-Campaign Study, and information about Capital Campaigns and a Mortgage Loan!**



Secure all financing BEFORE beginning your project



Begin your project!

Call **Jason Mahnke**, Director of Programming and Campaigns, at the Foundation at **888-903-9863** or email him at **[jmahnke@wumf.org](mailto:jmahnke@wumf.org)** for more information or to set up a meeting with your planning, building or finance committee.